

**CITY OF ARCATA  
CITY COUNCIL MEETING**

COUNCIL CHAMBER  
736 F Street, Arcata

FEBRUARY 07, 2018  
Wednesday, 6:00 PM

**AGENDA**

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Special accommodations for the disabled who attend City meetings can be made in advance by contacting the City Clerk at 822-5953. Assistive listening devices are available.

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Pursuant to Government Code section 54957.5, all writings or documents relating to any item on this agenda which have been provided to a majority of the City Council, including those received less than 72 hours prior to the City Council meeting, will be made available for public inspection in the agenda binder located on the counter in the lobby at Arcata City Hall, 736 F Street, during normal business hours, and on the City's website at [www.cityofarcata.org](http://www.cityofarcata.org).

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PLEASE NOTE: Speakers wishing to distribute materials to the City Council at the meeting are requested to provide 10 copies to the City Clerk.

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**I. FLAG SALUTE**

**Posting of the Colors and Flag Salute to be Led by Boy Scout Troops 9 and 15, and Cub Scout Pack 95.**

**II. ROLL CALL**

**III. CEREMONIAL MATTERS**

- A. Introduction of Deputy Director of Community Development Jennifer Dart.**
- B. Proclamation Recognizing *Scouting Anniversary Week*, February 4–10, 2018.**
- C. Proclamation Designating February 2018 as *V-Month in Arcata*.**
- D. Proclamation Designating February 26–March 4, 2018, *Arcata High School Career and College Center Week*.**

**IV. REPORT BY COMMISSION/COMMITTEE**

- A. Annual Report by the Transportation Safety Committee.**

**V. EARLY ORAL COMMUNICATIONS**

This 15-minute time period is provided for people to address the Council on matters not on the agenda. At the conclusion of all oral communications the Council may respond to statements. Any request that requires Council action will be set by the Council for a future agenda or referred to staff. Speakers addressing the Council at this time may be limited to two minutes. All other Oral and Written Communications will be heard at this meeting under Agenda Item XI.

**VI. N/A**

**VII. CONSENT CALENDAR**

All matters on the Consent Calendar are considered to be routine by the City Council and are enacted in one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Council members or members of the public can request that an item be removed for separate discussion.

- A. Approve the Minutes of the City Council Meeting of January 17, 2018.**
- B. Approve the Minutes of the City Council Meeting of January 29, 2018.**
- C. Bi-Weekly Report on General Warrants.**
- D. Adopt the Action for the Daggett Design Review Permit and Ordinance No. 1495, an Ordinance of the City Council of the City of Arcata Amending the Smith-McKenzie House Landmark Historic Property Combining Zone (LHP-83-09); Waive Reading of the Text and Consent to Read by Title Only.**
- E. Ordinance No. 1499, for Adoption, Amending Title II, Chapter 10, Sections 3102(A)(1) and 3102(D) of the Arcata Municipal Code to Make a Biennial Consumer Price Index Adjustment to Campaign Contribution Limitations; Waive Reading of the Text and Consent to Read by Title Only.**
- F. Adopt Resolution No. 178-43, A Resolution of the City Council of the City of Arcata Accepting An Easement For Public Road Purposes from Arcata O Street LP.**
- G. Authorize the Mayor to Send a Letter to the Humboldt County Board of Supervisors in Support of the (HBMWD) Appeal of the County Planning Commission's Approval of Special Permit for Project SP-1 6-01 5 at the Mad River.**
- H. Authorize a Grant Agreement from the Humboldt County Department of Health and Human Services in the Amount of \$12,015.75 for the Arcata Play Center.**

**VIII. ITEMS REMOVED FROM CONSENT CALENDAR**

Items removed from the Consent Calendar will be heard under this section.

**IX. OLD BUSINESS**

- A. Update on the Sewer Emergency on the City Sewer Mainline on Samoa Boulevard.**

**X. NEW BUSINESS**

- A. Review and Consider Revisions to and Approval of the City Council Protocol Manual.**

Per Chapter 9, Section 9.01 of the City Council Protocol Manual, *the City Council will review and revise the City Council Protocol Manual as needed. The City Council will specifically review, and if necessary revise, the Protocol Manual every July following a City Council election.*

**RECOMMENDATION:**

It is recommended that the Council:

- 1) Review staff-recommended revisions and updates to the current City Council Protocol Manual (2016);
- 2) Provide any additional changes or revisions; and
- 3) Approve changes or direct staff to return with a final revised City Council Protocol Manual (2018) at a future meeting for approval.

- B. Adopt Resolution No. 178-44, A Resolution of the City Council of the City of Arcata Waiving the 180-Day Wait Period for a CalPERS Annuitant [J. Luzzi] to Begin Post-Retirement Employment [Government Code Sections 7522.56 & 21221(h)].**

Finance Director Janet M. Luzzi retired effective February 1, 2018. Upon Ms. Luzzi's notification to the City of her intent to retire, the City commenced with a recruitment to fill the Finance Director position in October 2017, with the intent to have a replacement appointed and crossover training with Ms. Luzzi before her retirement. Upon Ms. Luzzi's retirement, the City has not appointed a replacement and the recruitment is ongoing. Ms. Luzzi has offered to temporarily provide her services as Interim Finance Director to allow the City time to recruit a replacement. As such, the City is seeking CalPERS approval to allow Ms. Luzzi to enter into post retirement employment with the City as a part-time Finance Director prior to the CalPERS required 180-day waiting period.

**RECOMMENDATION:**

It is recommended that Council Adopt Resolution No. 178-44, A Resolution of the City Council of the City of Arcata Waiving the 180-Day Wait Period for a CalPERS Annuitant [Janet M. Luzzi] to Begin Post Retirement Employment [Government

Code Sections 7522.56 & 21221(h)].

**XI. ORAL AND WRITTEN COMMUNICATIONS**

This time is provided for people to address the Council or submit written communications on matters not on the agenda. At the conclusion of all oral and written communications, the Council may respond to statements. Any request that requires Council action will be set by the Council for a future agenda or referred to staff. Speakers addressing the Council may be limited to three minutes, with a maximum of five minutes, and a time limit on the overall length of oral communications may be imposed.

**XII. COUNCIL AND STAFF REPORTS**

All reports shall be specifically limited to City business and shall not request or lead to action by the Council at this meeting.

**XIII. DATES OF FUTURE MEETINGS**

**A. Two Goal-Setting Sessions, Thursday, February 15 and Friday, February 16, 2018, from 9:00 a.m. to Noon, in the Council Chamber.**

**XIV. CLOSED SESSION**

**XV. CLOSED SESSION REPORTS**

**XVI. ADJOURNMENT**

Other than items continued or tabled to a date certain, the Council may, by majority vote, continue all matters not completed by 10:30 p.m. to the following Thursday at 6:00 p.m. in the Council Chamber. Should the Council vote to continue the meeting past 10:30 p.m., discussion on an item on the agenda that either requires or allows for public input may not begin without a unanimous vote of the City Council members present. (Closed Session items may begin later.) (Reference: Resolution No. 101-69)

**DOCUMENTS RECEIVED AFTER PUBLICATON OF THE AGENDA**

**III-D. Career & College Center Donation Form and Pancake Breakfast Flier**

**V. Pension Article Submitted by Kent Sawatzky**

**IX-A. Update Memo on Sewer Emergency on Samoa Boulevard**